

DIRAUX NOTES

A Publication of the 13th District Auxiliary Office

MAY 2003

FROM THE DIRECTOR

LCDR Kelly Boodell

PERSONAL PROTECTIVE EQUIPMENT (PPE): I said it, I meant what I said, and CWO Bellona said it too. If you want PPE, you needed to submit your Division and Flotilla's property inventory form (created by my office, not the one on the back of the financial report) as well as your Flotilla's wish list for PPE. So, here is the truth as it relates to you:

Property/Inventory's received from FL's: 11, 12, 17, 18, 21, 22, 25, 33, 38, 42, 51, 54, 55, 56, 57, 63, 66, 71,72,73, 78, 7-12, 81, 84, 85, 10-5, 10-7. DIV 4, 5, 8, 10, (only DIV 4 mentioned PPE)

Wish lists received from FL's: 11, 12, 18, 19, 22, 25, 41, 42, 45, 47, 48, 52, 55, 57, 63, 64, 65,76,78,81, 82, 84, 85, 87, 11-9.

If you see your FL listed as having sent in both the inventory and the wish list, you will likely see some PPE purchased by this office soon. We are only buying mustangs (Anti-Exposure Coveralls) this year. If you sent in a wish list and did not send in an inventory, you might get some PPE.

What we have is what is listed above. If you do not see your FL above, do not call my office, re-fax it ATTN: CWO Bellona at (206) 220-7084. I am extending the deadline for this to 9 May, 03. I have been given a limited amount of funds to spend on PPE. I am filling out brown sheets now and will not wait for you to do what has been asked for a while. If I do not receive your property inventory **AND** your wish lists, I will assume you do not have any PPE needs.

CG UNIT COMMENDATION: These awards are awarded to all members involved in 9/11 support, direct or indirect, from Sept 11, 01 to September 11, 02. These ribbons have been received and will be distributed to your Division Captain in bulk. Thank you for your dedication and Congratulations!

REPORT YOUR HOURS PLEASE!!!! Members and Aux Leadership: The Q is do we (G-OCX) really use the info in AUXDATA for budget and other resource justification and documentation. The answer is a resounding YES YES YES YES YES YES YES YES. The stats, missions, hours etc are THE primary...in fact really the only source we have to get money and show the value of what that money bought for the country. The stats display the impact the Auxiliary had based on the OCX funding received. If the CG or DHS wants more done, then we can say well here is what we can do for each thousand dollars we get...it is all based on the stats in AUXDATA. So PLEASE report all that you do! Thank you for your support.

PWC Operational Device: USCG/HQ/OCX is proceeding with funding for the dies of the PWC device. The device for qualified Auxiliarists will be available by the fall of 2003. The new Trident pin has also received funding for dies to be case. This device will also be available in the fall of 2003.

COMDT PUBLICATIONS WEBSITE: We've all experienced the horrors of searching for COMDT publications on the Pubs & Directives CD Software installed on our computers under "Programs, USCG Program Apps". Finally, a website has been created!! It is much more user friendly and searchable.

Where to find this site: <http://cgweb.uscg.mil/g-c/g-ccs/g-cit/g-cim/directives/welcome.htm>

NATIONAL SAFE BOATING WEEK: National Safe Boating Week 17-23 May. The beginning of the boating season is here! Thank you for your continued hard work teaching the boating public our safety message! As our busy lives get busier, remember that people appreciate the opportunity to take shorter classes that are conveniently scheduled to meet their needs. Many people buy boats during the summer and are looking for classes right away; let's try our best to give them what they are asking for!

FROM OPERATIONS AND TRAINING

CWO4 Paul Bellona

Facility Inspections & Offer For Use Form: Facility Inspections were due 30 APR 03 if you want your vessel as operational facility for 2003. After this date, we will start placing them in a Non-Operational status in AUXDATA and you will not be able to receive patrol orders. PLEASE make sure that you double check your forms to ensure they are complete before you send them in, so we will not have to send them back. Also put your Division/Flotilla # by your member #, so we can find your facility easier in AUXDATA. Thank-you! **NOTE:** After 30 APR 03, Facility Inspections are due one year after the date that it was completed in AUXDATA. To alleviate a backlog of facilities coming due in April 04, if you do not plan on using your facility as operational until later on in May or June 2003, then you can hold off completing the facility inspection for another month or so. This will help to start spreading facility inspections throughout the year.

Facility Non-Owner: Facility Non-Owner form needs to be on file at DIRAUX or with the Order Issuing Authority. D13 has required this in the past and POMS does require this and will flag the facility requesting patrol orders if the Coxswain is a non-

owner. So, if you haven't put one in the past, then please get them in so the letter will be on file which will cause less problems requesting patrol orders.

Patrol Order Management System (POMS): Group Astoria is going live on POMS 1 May 2003. This means the only Group not on POMS "live" is Group North Bend and hopefully they will be following suit shortly. **NOTE:** FINCEN will issue paper checks (vice direct deposits) for reimbursements from 23 May 2003 to 17 June 2003 due to transitioning to a new financial system. They are working hard to ensure there is no backlog of claims on 23 May, so they can minimize the number of reimbursements that will be affected (they thank you for your patience).

2003 Operations Workshop: It is mandatory for all Auxiliary members participating in Surface Operations and the Marine Safety Program to attend this workshop. Auxiliarists are required to attend this workshop **prior to 1 JUN 03** in order to be authorized to participate in their respective programs. Members not attending this workshop prior to the cutoff date will not be eligible to receive orders or credit for any mission during their "uncertified" period. Failure to comply by the deadline will indicate a "not qualified" status in the AUXDATA Individual or Unit Certification Report in the training module.

2002 Currency Maintenance/REYR List: The Division Captains & SO-Ops have and may have sent this list down to the flotilla level. I need this list back, so I can make the correct changes in AUXDATA for those who require REYR in the Boat Crew, PWC, Marine Dealer Visitor, and Vessel Examiner Programs. We received a waiver from HQ that would have placed everyone in D13 in a REYR status that didn't have the hours or Certification Tasks completed and entered into AUXDATA. If I don't get the lists back that I sent out to be corrected, then I will have to work off the list that HQ sent out and some of our members will be getting put into REYR that shouldn't. Check with your Flotilla Commander about this.

Operational Excellence Program: This is an great opportunity for all boat crews to improve their proficiency and skills through a series of evaluated scenarios and if they score high enough, to receive an "E" for excellence Decal/Ribbon. The E-decal is issued to the Coxswain to be placed on the Coxswain's facility (may be displayed for the time remaining in the calendar year earned, plus the next full calendar year). The Coxswain/Team receives a ribbon and may be worn until it is discontinued. It is an award to those who demonstrate a high level of proficiency in boat crew skills, foster teamwork, and encourage fellowship with other operational members. The Operational Excellence Program tasks include Search Planning, Search Execution, Pump Drill, Communications, Complete the normal Currency Maintenance Tasks: Pre-Underway Check off, MOB Drill, Towing Drill. A total of 100 points is possible and a score of 90 is required for the award. This is a great way to hone your underway skills (coxswain and crew), to get ready for your operational missions with the Coast Guard, as well as get ready for the ISAR Competition if you are interested.

ISAR: International SAR Competition between the U. S. Auxiliary and the Canadian Auxiliary will be held on 26-27 SEP in St. John's Newfoundland, with travel days on 25 and 28 SEP. We are putting word out to all D13 Auxiliarists that we will be sending a team to this competition and that COMDT (ocx) will be funding teams from D13 and 5 other Districts to compete. A committee (Bill Houger, Frank Ramer, Katie Zundel, Chuck Olson) met again on 16 April via conference call and will continue on a regular basis. Our objective is to ensure that D13 puts the best team together for this competition, as well as getting the most operational training and general readiness for our membership to get them ready to meet any operational mission that the Coast Guard needs assistance with. The D13 Team will be made up of 4 members. Team events will include: Search and Rescue Planning, On-Water SAREX, SAR Pump, Heaving Line 1, Heaving Line 2, and a Mystery Event. Team events for the International Team include: Chart Work, Marlinspike, Water Rescue, Heaving Line 3, and a Mystery Event. Not only are we promoting **ISAR**, but also the **CG Aux Operational Excellence Program** since it will be used as a foundation for the ISAR competition at all levels and will reward those who work so hard to hone their skills. Since the ISAR competition and the Operational Excellence judging will involve QE's, it is also a great opportunity for boat crew candidates to qualify. To provide additional accomplishments, we also encourage the use of this time to re-certify early, especially for the 5th year certification and to get new members involved in the boat crew program. Additional information will be coming out on the D13 Web Site, DIRAUXNOTES and from the DCP's/DSO-OPs. **This is a excellent way to get involved in the Boat Crew Program and to receive some good underway training this year, so hop on board with us.**

Retirement: For those who didn't get the word, Bobbie Heim has retired from over 35 years in government service on 3 April 2003. We wish her well and smooth sailing! We are in the process of getting a replacement, but until that happens Shirley Blanchett will be covering both jobs in our office. Be aware of this and we are trying to keep up with the work as much as possible and we have been getting some great volunteer help from some of our Auxiliarist at DIRAUX. So, we send out some of our great appreciation to them for assisting the membership out. **THANK YOU!**

FROM THE OFFICE MANAGER

SK1 Nelson Fritz

Contact points for travel issues: Here are some points of contacts for travelers interested in travel payment status.

Travel orders are mailed to HRSIC in Topeka, KS. The toll free # is **1-888-USCG-TVL** or e-mail them at: HRSIC-TVLCST@hrsic.uscg.mil. You will need to provide your SSN and the complete travel order number. If for some odd reason that the reimbursement doesn't match the travel claim of the member, then the member will have to resubmit the claim as a supplemental, on a new DD 1351-2 to recover the remainder of the payment.

PATROL ORDERS: Remember, all POMS generated hand-written patrol orders must go to Group Seattle/Attention LTJG. Whitcomb in lieu of DIRAUX. Aircraft patrol orders shall still be submitted to DIRAUX until all Air Stations come on line with POMS.

Mileage issues: Members who request to use their POV in lieu of commercial air to travel TAD to meetings or “C” schools and claim excessive mileage (i.e.: 500 miles one way) will be reimbursed by HRSIC the maximum cost of a GTR (plane ticket). As unfair as it sounds, if the GTR cost is more advantageous to the Government then that is what the member will receive. This applies to active duty travelers as well.

FROM THE COMPUTER SECTION

Ms. Shirley Blanchett, (Standing In)

RE-ENROLLMENTS AND TRANSFERS: The individual Auxiliarists and the Flotilla Commanders are responsible for verified requests. This includes eligibility, correct dates, current qualifications, awards, and specialty courses. The computer work will be completed “as is.” The DIRAUX office emphasis will be on speedy work. Corrections must be requested through the information chain, with proper documentation, and will be completed afterward.

TRANSFER REQUIREMENTS: A Member Transfer Request form (ANSC 7056) and a Change of Member Information form (ANSC 7028) are required. For the within district transfers, the Flotilla Commanders will be responsible for checking eligibility (OK to leave, member in good standing, dues paid) and the new flotilla’s approval (welcome to join). For between district/region transfers, our office will presume transfer eligibility, and obtain a new unit’s approval from District/Region, along with Division and Flotilla numbers. All transfers will be completed without double-checking an Auxiliarist’s status. They will be processed at once. The Auxiliary Personnel Records will be forwarded from and to other districts/regions, if and when they are available.

FROM THE MEMBER STATUS SECTION

Ms. Shirley Blanchett

MEMBER INFO UPDATES: AUXDATA computer’s addresses, phone numbers and E-mails need to be updated at the flotilla level, by the individual Auxiliarist or by FSO-IS. All elected and appointed officers, at flotilla, division and district level should send this office a copy of information updates, so we can maintain all our computer databases. In addition, those Auxiliarists who receive the DIRAUX Notes by E-mail, should forward E-mail update information to this office. The DIRAUX office uses several computer databases (ACCESS, EXCEL, MICROSOFT OUTLOOK for E-mail and MICROSOFT WORD for mail-out labels). At this time they are not linked to the AUXDATA computer. In the near future DIRAUX may be able to download current member information from the AUXDATA computer base, but at this time we do not have that capability.

COMPLETE APPLICATION FORMS: Please take the time to go over your prospective member applications to check for omitted information. The member birth date, social security number, and conviction declaration **must** be filled in on the forms. Also, make sure all required signatures have been included. If there are omissions of any of these information fields it will cause significant delays in processing the prospective member’s application. Please make sure you have included the New Member examination answer sheet. ***Omission of the exam answer sheet will cause a significant delay in processing the application.*** Also, please make sure the, “Prospective Member Interview Record” is also included with the enrollment package.

MEMBER NUMBERS: When submitting correspondence to the Member Status section, please include your flotilla number. On the New Enrollment application there is a place for the District and Flotilla numbers on the top right hand corner. The complete member number for each Auxiliarist now includes the District, Division, Flotilla, and Seven digit number provided by the AUXDATA computer system. Example: 130-00-00-0000000. You must include this whole number when submitting all correspondence.

FORMAL CONDOLENCES: We send out letters of Condolence to the next of kin and to the Flotilla Commander when a member passes away. It is imperative that the Flotilla Commander contacts this office ***immediately*** with information about a deceased Auxiliarist in the flotilla. It is OK to use the telephone or e-mail to contact me, (Shirley), at the Member Status Section; 1-800-982-8813 ext. 7088, or ***e-mail address:*** sblanchett@pacnorwest.uscg.mil.